TOWN OF SMITHTOWN

OFFICE OF THE BUILDING DEPARTMENT

JOHN BONGINO
TOWN OF SMITHTOWN BUILDING DIRECTOR
TEL. No. (631) 360-7520 FAX No. (631) 360-7639

INSPECTION PROCEDURES FOR ADDITIONS, ALTERATIONS, ACCESSORY STRUCTURES, ETC.

NOTE: Check with your inspector/inspectors for specific required inspections, certifications and/or documentation

BUILDING DEPARTMENT INSPECTIONS

Please call (631) 360 -7522 to arrange the following inspections. Kindly leave your name, address, permit number and phone number. Note: A 72-hour notice is required prior to obtaining an appointment. Someone will call you back to confirm your appointment.

In order to issue your Certificate of Occupancy/Certificate of Compliance the following inspections need to be scheduled, completed and <u>approved</u>.

- 1. Soil and Concrete Footing Inspections
- 2. Foundation Inspection
- 3. Underground Plumbing Inspection
- 4. Strapping Inspection
- 5. Rough Plumbing Inspection
- 6. Rough Electrical Inspection
- 7. Framing and Strapping Inspection
- 8. Air Test Inspection
- 9. Insulation Inspection
- 10. Final Plumbing Inspection
- 11. Final Electrical Inspection
- 12. Final Construction Inspection

INSPECTORS CANNOT APPROVE WHAT IS NOT VISIBLE!

Do not cover up walls or ceilings until inspections are made and approved.

ELECTRICAL INSPECTIONS

Permits involving electrical work required by code will require an Electrical Certificate. The licensed electrician or the homeowner must arrange for the electrical inspections. The Certificate must be submitted to the Building Department. Contact one of agencies approved by the Town of Smithtown. (See Attached List or check our Website)

ASSESSOR'S OFFICE

Call (631) 360 –7560 to arrange for an Assessment Inspection

Once all of the above is completed and the Building Department has received the proper documentation a Certificate of Occupancy /Certificate of Compliance will be issued.